

HARRISON COUNTY LANDFILL COMMISSION

INDEPENDENT AUDITORS' REPORT  
BASIC FINANCIAL STATEMENTS,  
REQUIRED SUPPLEMENTARY INFORMATION,  
AND SCHEDULE OF FINDINGS

JUNE 30, 2008 AND 2007

## CONTENTS

	<u>Page</u>
Officials .....	1
Independent Auditors' Report .....	2
Management's Discussion and Analysis .....	3 - 6
Basic Financial Statements:	
Statement of Net Assets .....	7
Statement of Revenues, Expenses and Changes in Net Assets .....	8
Statement of Cash Flows .....	9
Notes to Financial Statements .....	10 - 16
Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards .....	17 - 18
Schedule of Findings .....	19 - 20

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HARRISON COUNTY LANDFILL COMMISSION

OFFICIALS

<u>NAME</u>	<u>TITLE</u>	<u>REPRESENTING</u>
Robert Smith	Executive Board - Chairman	Harrison County Rural
Sherman Struble	Executive Board - Vice-Chairman	City of Missouri Valley
Ron Holthe	Executive Board -Treasurer-Secretary	City of Logan
Charles Carrigan	Executive Board - At-Large	City of Dunlap
Frank Briggs	Executive Board - At Large	City of Mondamin
Michelle Rhoten	Board Member	City of Magnolia
Paul Marshall	Board Member	City of Woodbine
James Long	Board Member	City of Modale
Helen Carritt	Board Member	City of Little Sioux
John Hess IV	Board Member	City of Persia
Donny Clark	Board Member	City of Pisgah
Dan Barry	Manager	

INDEPENDENT AUDITORS' REPORT

To the Members of the Harrison  
County Landfill Commission

We have audited the accompanying financial statements of Harrison County Landfill Commission as of and for the years ended June 30, 2008 and 2007, as listed in the table of contents. These financial statements are the responsibility of the Commission's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall basic financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Harrison County Landfill Commission at June 30, 2008 and 2007 and the changes in its financial position and its cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with Government Auditing Standards, we have also issued our report dated September 8, 2008, on our consideration of Harrison County Landfill Commission's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards and important for assessing the results of our audit.

Management's Discussion and Analysis on pages 3-6 is not a required part of the basic financial statements, but is supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. We did not audit the information and express no opinion on it.

*Williams & Company P.C.*  
Certified Public Accountants

Onawa, Iowa  
September 8, 2008

HARRISON COUNTY LANDFILL COMMISSION

## HARRISON COUNTY LANDFILL COMMISSION

### Management's Discussion and Analysis (MD&A)

#### For the Years Ended June 30, 2008 and 2007

Harrison County Landfill Commission provides this Management's Discussion and Analysis of its financial statements. This narrative overview and analysis of the financial activities is for the fiscal years ended June 30, 2008 and 2007. We encourage readers to consider this information in conjunction with the Harrison County Landfill Commission's financial statements which follow.

#### **Financial Highlights**

- The Commission's operating revenues increased 7% or \$65,569, from fiscal year 2007 to fiscal year 2008. City and County assessments remained the same. Tipping fees increased 12% or \$59,806, because of a couple reasons: (#1) a contract with the Audubon County Transfer Station resulted in "new" revenues of \$36,656, and (#2) an increase in tons collected locally, resulted in \$23,150 increase revenue.
- The Commission's operating and capital expenses increased 13% or \$79,342, from fiscal year 2007 to fiscal year 2008, because of increased landfill operating expenses, specifically fuel costs, equipment reserve funds, and significantly increased engineering costs because of "new" INDR regulations regarding permit renewal.

#### **Using This Annual Report**

Harrison County Landfill Commission is a single Business Type Activity and presents its financial statements using the economic resources measurement focus and accrual basis of accounting which is the same measurement focus and basis of accounting employed by private sector business enterprises.

Management's Discussion and Analysis introduces the basic financial statements and provides an analytical overview of the Commission's financial activities.

The Statement of Net Assets presents information on the Commission's assets and liabilities with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Commission is improving or deteriorating.

The Statement of Revenues, Expenses, and Changes in Net Assets is the basic statement of activities for proprietary funds. This statement presents information on the Commission's operating revenues and expenses, non-operating revenues and expenses, and whether the Commission's financial position has improved or deteriorated as a result of the year's activities.

The Statement of Cash Flows presents the change in the commission's cash and cash equivalents during the year. This information can assist the user of the report in determining how the Commission financed its activities and how it met its cash requirements.

The Notes to the Financial Statements provide additional information essential to a full understanding of the data provided in the basic financial statements.

#### **Financial Analysis of the Commission**

##### *Statement of Net Assets*

As noted earlier, net assets may serve over time as a useful indicator of the Commission's financial position. The Commission's net assets for fiscal year 2008 increased \$273,658. A summary of the Commission's net assets at June 30, 2008 and 2007 is presented below.

# HARRISON COUNTY LANDFILL COMMISSION

## Management's Discussion and Analysis (MD&A)

For the Years Ended June 30, 2008 and 2007

Net Assets		<u>2008</u>	<u>2007</u>
Current Assets .....	\$	442,408	\$ 326,138
Restricted Investments .....		719,343	686,940
Capital Assets at Cost, Less Accumulated Depreciation .....		<u>1,163,199</u>	<u>1,213,839</u>
Total Assets .....		<u>2,324,950</u>	<u>2,226,917</u>
Current Liabilities .....		75,544	72,788
Non-current Liabilities .....		<u>1,649,936</u>	<u>1,828,318</u>
Total Liabilities .....		<u>1,725,480</u>	<u>1,901,106</u>
Net Assets			
Invested in Capital Assets, Net of Related Debt .....		232,606	72,461
Restricted .....		30,633	25,287
Unrestricted .....		<u>336,231</u>	<u>228,063</u>
Total Net Assets .....	\$	<u>599,469</u>	\$ <u>325,811</u>

A portion of the Commission's net assets are restricted for closure and post-closure care and for tonnage fees due to the State of Iowa. State and Federal laws and regulations require the Commission to place a final cover on the landfill sites and perform certain maintenance and monitoring functions at the landfill sites for a minimum of thirty years after closure. The invested in capital assets \$232,606, e.g. land, buildings, and equipment, less the related debt portion of the net assets, are resources allocated to capital assets and \$30,633 are deposited in a retainage account. The remaining net assets of \$336,231 are the unrestricted net assets that can be used to meet the Commission's obligations as they come due.

### *Statement of Revenues, Expenses, and Changes in Net Assets*

Operating revenues are received for tipping fees from accepting solid waste and assessments from the residents of the County. Operating expenses are expenses paid to operate the landfill. Non-operating revenues and expenses are for interest income and interest expense. The utilization of capital assets is reflected in the financial statements as depreciation, which allocates the cost of an asset over its expected useful life. A summary of revenues, expenses, and changes in net assets for the years ended June 30, 2008 and 2007 is presented below.

Statement of Revenues, Expenses, and Changes in Net Assets		<u>2008</u>	<u>2007</u>
Operating Revenue:			
County and City Assessments .....	\$	373,273	\$ 373,279
Tipping Fees .....		482,931	423,125
Other Operating Revenue .....		<u>17,584</u>	<u>11,815</u>
Total Operating Revenue .....		873,788	808,219
Total Operating Expenses .....		<u>570,335</u>	<u>490,993</u>
Operating Income .....	\$	303,453	\$ 317,226

## HARRISON COUNTY LANDFILL COMMISSION

### Management's Discussion and Analysis (MD&A)

For the Years Ended June 30, 2008 and 2007

Nonoperating Revenues (Expenses)		
Interest Income .....	\$ 40,605	\$ 38,405
Estimated Loss Contingency Expense .....	( 10,000)	-
Gain (Loss) on Disposal of Fixed Assets .....	1,500	( 333)
Interest Expense .....	( 61,900)	( 76,078)
Net Nonoperating Revenue (Expense) .....	( 29,795)	( 38,007)
Increase in Net Assets .....	273,658	279,219
Net Assets (Deficit) Beginning of Year.....	<u>325,811</u>	<u>46,592</u>
Net Assets End of Year.....	<u>\$ 599,469</u>	<u>\$ 325,811</u>

The Statement of Revenues, Expenses, and Changes in Net Assets reflects a positive year, with an increase in the net assets at the end of the fiscal year.

In fiscal year 2008, operating revenues increased by \$65,569 or 7% from 2007, because of a "new" contract with the Audubon County Transfer Station, and an increase in local solid waste disposal. Operating expenses increased by \$79,342 or 13%. The increase was a result of increases in insurance costs, State tonnage fees, salaries, employee benefits, and increased engineering costs because of the "new" IDNR permitting regulations.

#### *Statement of Cash Flows*

The Statement of Cash Flows presents information related to cash inflows and outflows summarized by operating, capital, and related financing and investing activities. Cash provided by operating activities includes tipping fees and assessments reduced by payments to employees and to suppliers. Cash used from capital and related financing activities includes lease payments and the purchase of capital assets. Cash used by investing activities includes purchase of certificates of deposits and interest income.

#### **Capital Assets**

At June 30, 2008, the Commission had approximately \$1,163,199 invested in capital assets, net of accumulated depreciation of approximately \$685,990. Depreciation charges totaled \$62,872 for fiscal year 2008. More detailed information about the Commission's capital assets are presented in Note 4 to the financial statements.

#### **Long-Term Debt**

At June 30, 2008, the Commission had \$830,000 in debt outstanding, a decrease of \$180,000 from 2007. The table below summarizes outstanding debt by type.

	<u>2008</u>	<u>2007</u>
Phase I General Obligation Bond Debt .....	\$ 780,000	\$ 950,000
Office General Obligation Bond Debt .....	<u>50,000</u>	<u>60,000</u>
Total Long Term Debt .....	<u>\$ 830,000</u>	<u>\$ 1,010,000</u>

Additional information about the Commission's long-term debt is presented in Note 8 to the financial statements.



## HARRISON COUNTY LANDFILL COMMISSION

### Management's Discussion and Analysis (MD&A)

#### For the Years Ended June 30, 2007 and 2006

During the fiscal year ended June 30, 2005, the Commission entered into a capital lease agreement with Deere Credit Inc. for the purchase of a John Deere 755C11 Crawler Loader. Outstanding capital lease at June 30, 2008 was \$100,593.

Additional information about the Commission's outstanding capital lease is presented in Note 9 to the financial statements.

#### **Economic Factors**

Harrison County Landfill Commission strives to improve its financial position during the current fiscal year. However, the current condition of the economy in the state of Iowa continues to be a concern for Commission officials. Some of the realities that may potentially become challenges for the Commission to meet are:

- Commission facilities require constant maintenance and upkeep.
- Technology continues to expand and current technology becomes outdated, presenting an on-going challenge to maintain up-to-date technology at a reasonable cost.
- Annual deposits required to be made to closure and post-closure accounts are based on constantly changing cost estimates and the number of tons of solid waste received at the facility.
- Continued Iowa Department of Natural Resources' regulatory changes in permit compliance.

The Commission anticipates the current fiscal year will be much like the last and will maintain a close watch over resources to maintain the Commission's ability to react to unknown issues.

#### **Contacting the Commission's Financial Management**

This financial report is designed to provide our citizens, taxpayers, customers, and creditors with a general overview of the Commission's finances and to show the Commission's accountability for the money it receives. If you have questions about this report, or need additional information, contact the Harrison County Landfill Commission, 2812 East Hwy 30, Logan, IA 51546.

## BASIC FINANCIAL STATEMENTS

HARRISON COUNTY LANDFILL COMMISSION

Statement of Net Assets

June 30, 2008 and 2007

	<u>2008</u>	<u>2007</u>
<u>Assets</u>		
Current Assets:		
Cash and Cash Equivalents	\$ 292,211	\$ 225,061
Investments	90,656	40,756
Receivables:		
Accounts	38,512	40,342
Accrued Interest	7,874	7,545
Prepaid Insurance	13,155	12,434
Total Current Assets	<u>442,408</u>	<u>326,138</u>
Noncurrent Assets:		
Restricted Investments (Note 5)	719,343	686,940
Capital Assets (Net of Accumulated Depreciation) (Note 4)	1,163,199	1,213,839
Total Noncurrent Assets	<u>1,882,542</u>	<u>1,900,779</u>
Total Assets	<u><u>2,324,950</u></u>	<u><u>2,226,917</u></u>
<u>Liabilities</u>		
Current Liabilities:		
Accounts Payable	15,178	25,333
Salaries and Benefits Payable	6,604	9,980
Accrued Interest	4,704	5,753
Other Accrued Liabilities	72	87
Compensated Absences	31,620	25,212
Estimated Loss Liability Contingency (Note 11)	10,000	-
Due To Other Governments	7,366	6,423
Total Current Liabilities	<u>75,544</u>	<u>72,788</u>
Noncurrent Liabilities:		
Capital Lease Payable Due within one year (Note 9)	30,785	30,785
General Obligation Bonds Payable Due within one year (Note 8)	190,000	180,000
Capital Lease Payable Due in more than one year (Note 9)	69,808	100,593
General Obligation Bonds Payable Due in more than one year (Note 8)	640,000	830,000
Closure and Post Closure Care (Note 5)	719,343	686,940
Total Noncurrent Liabilities	<u>1,649,936</u>	<u>1,828,318</u>
Total Liabilities	<u><u>1,725,480</u></u>	<u><u>1,901,106</u></u>
<u>Net Assets</u>		
Invested in Capital Assets, Net of Related Debt	232,606	72,461
Restricted For:		
Tonnage Fees Retained	30,633	25,287
Unrestricted	336,231	228,063
Total Net Assets	<u><u>\$ 599,469</u></u>	<u><u>\$ 325,811</u></u>

See Accompanying Notes to Financial Statements

HARRISON COUNTY LANDFILL COMMISSION

Statement of Revenues, Expenses and

Changes in Net Assets

For the Years Ended June 30, 2008 and 2007

	<u>2008</u>	<u>2007</u>
Operating Revenue:		
County and City Assessments	\$ 373,273	\$ 373,279
Tipping Fees	482,931	423,125
Miscellaneous	17,584	11,815
Total Operating Revenues	<u>873,788</u>	<u>808,219</u>
Operating Expenses:		
Payroll Expenses	170,018	145,906
Employee Benefits	45,972	63,145
Machinery Maintenance, Labor and Parts	31,105	11,797
Oil and Gas	42,008	27,097
Long Range Planning and Engineering Services	41,898	15,796
Site Maintenance	8,936	9,894
Site Utilities	10,956	8,464
Supplies	2,537	2,420
Office Expenses	2,970	1,784
Meetings, Travel, Training	4,602	2,371
Legal and Accounting	9,351	3,950
Insurance	19,259	19,937
Closure and Postclosure Care Costs	32,403	28,919
Recycling Expenses	21,069	16,923
Tonnage Fee	20,521	16,237
Iowa Department of Natural Resources Tonnage Fees	19,077	24,535
Depreciation	62,872	64,310
Non-Capitalized Equipment	685	1,556
Water Test Samples	9,841	8,565
Tire & White Goods Disposal	6,717	6,436
Miscellaneous	7,538	10,951
Total Operating Expenses	<u>570,335</u>	<u>490,993</u>
Operating Income	303,453	317,226
Nonoperating Revenues (Expenses):		
Interest Income	40,605	38,405
Estimated Loss Contingency Expense	(10,000)	-
Gain (Loss) on Disposal of Fixed Assets	1,500	(333)
Interest Expense	(61,900)	(76,078)
Net Nonoperating Revenues (Expenses):	<u>(29,795)</u>	<u>(38,007)</u>
Change in Net Assets	273,658	279,219
Net Assets at Beginning of Year	<u>325,811</u>	<u>46,592</u>
Net Assets at End of Year	<u>\$ 599,469</u>	<u>\$ 325,811</u>

See Accompanying Notes to Financial Statements

HARRISON COUNTY LANDFILL COMMISSION

Statement of Cash Flows

For the Years Ended June 30, 2007 and 2006

	<u>2008</u>	<u>2007</u>
Cash Flows from Operating Activities:		
Cash Received from Tipping Fees	\$ 484,761	\$ 411,959
Cash Received from Assessments	373,273	373,279
Cash Received from Miscellaneous Income	17,584	11,815
Cash Paid to Suppliers for Goods and Services	(269,017)	(173,366)
Cash Paid to Employees for Services	<u>(212,958)</u>	<u>(206,933)</u>
Net Cash Provided by Operating Activities	<u>393,643</u>	<u>416,754</u>
Cash Flows From Capital and Related Financing Activities:		
Principal Paid on Bonds Payable	(180,000)	(255,000)
Interest Paid on Bonds Payable	(57,835)	(70,990)
Principal Paid on Capital Lease	(30,785)	(29,506)
Interest Paid on Capital Lease	(5,115)	(6,394)
Cash Paid for Purchase of Capital Assets	(12,232)	(14,045)
Cash Proceeds on Sale of Capital Asset	1,500	-
Net Cash (Used) by Capital and Related Financing Activities	<u>(284,467)</u>	<u>(375,935)</u>
Cash Flows From Investing Activities:		
Cash Received From Interest Income	4,423	4,394
Cash Paid for Purchase of Certificate of Deposit	(228,547)	(242,846)
Proceeds From Redemption of Certificate of Deposit	<u>182,098</u>	<u>245,262</u>
Net Cash Provided (Used) by Investing Activities	<u>(42,026)</u>	<u>6,810</u>
Net Increase in Cash and Cash Equivalents	67,150	47,629
Cash and Cash Equivalents Beginning of Year	<u>225,061</u>	<u>177,432</u>
Cash and Cash Equivalents End of Year	<u><u>292,211</u></u>	<u><u>225,061</u></u>
Reconciliation of Operating Income To Net Cash		
Provided By Operating Activities:		
Operating Income	303,453	317,226
Reconciliation of Operating Income To Net Cash		
Provided By Operating Activities:		
Depreciation	62,872	64,310
Closure and Post-Closure Costs	32,403	28,919
Changes in Assets and Liabilities:		
(Increase) Decrease in Accounts Receivable	1,830	(11,166)
(Increase) in Prepaid Insurance	(721)	(570)
Increase (Decrease) in Accounts Payable	(10,155)	15,290
Increase (Decrease) in Salaries and Benefits Payable	(3,376)	1,656
(Decrease) in Other Accrued Liabilities	(15)	(39)
Increase in Compensated Absences	6,408	461
Increase in Due to Other Governments	<u>943</u>	<u>667</u>
Net Cash Provided by Operating Activities	<u><u>\$ 393,643</u></u>	<u><u>\$ 416,754</u></u>

Supplemental Disclosures

Operating and Investing Activities:

Reinvestment of interest on investments for the years ended June 30, 2008 and 2007 was \$35,853 and \$33,714.

See Accompanying Notes to Financial Statements

## HARRISON COUNTY LANDFILL COMMISSION

### Notes to Financial Statements

June 30, 2008 and 2007

#### **Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The Harrison County Landfill Commission is a public commission governed under the joint form of municipal government authorized by Chapter 28E of the Code of Iowa; a political subdivision of the State of Iowa. As such, the commission is exempt from federal and state income taxes. The commission is not required to adopt a legal budget. The purpose of the commission is to provide sanitary disposal facilities for Harrison County, Iowa, and the municipalities therein.

The Commission is composed of one representative from each of the ten member cities and one representative from Harrison County. The member cities are: Missouri Valley, Logan, Dunlap, Magnolia, Woodbine, Modale, Little Sioux, Mondamin, Pisgah, and Persia. Each member shall be entitled to one vote for each 1,500 people or fraction thereof as determined by the most recent general Federal Census.

- A) Reporting Entity – For financial reporting purposes, Harrison County Landfill Commission has included all funds, organizations, account groups, agencies, boards, commissions and authorities. The Commission has also considered all potential component units for which it is financially accountable, and other organizations for which the nature and significance of their relationship with the Commission are such that exclusion would cause the Commission's financial statements to be misleading or incomplete. The Governmental Accounting Standards Board has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body, and (1) the ability of the Commission to impose its will on that organization or (2) the potential for the organization to provide specific benefits to, or impose specific financial burdens on the Commission. Harrison County Landfill Commission has no component units which meet the Governmental Accounting Standards Board Criteria.
- B) Basis of Presentation - The accounts of Harrison County Landfill Commission are organized as a single business type activity. Business type activities are used to account for operations (a) financed and operated in a manner similar to private business enterprises, where the intent of the governing body is the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges or (b) where the governing body has decided periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.
- C) Measurement Focus and Basis of Accounting – The financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The Commission applies all applicable GASB pronouncements as well as the following pronouncements issued on or before November 30, 1989, unless these pronouncements conflict with or contradict GASB pronouncements: Financial Accounting Standards Board Statements and Interpretations, Accounting Principles Board Opinions and Accounting Research Bulletins of the Committee on Accounting Procedure.

The Commission distinguishes operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the Commission's principal ongoing operations. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

- D) Assets, Liabilities and Net Investments – The following accounting policies are followed in preparing the Statement of Net Assets:

# HARRISON COUNTY LANDFILL COMMISSION

## Notes to Financial Statements

June 30, 2008 and 2007

### Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Cont.

Cash, Investments and Cash Equivalents – The Commission considers all short-term investments that are highly liquid to be cash equivalents. Cash equivalents are readily convertible to known amounts of cash, and at the day of purchase, they have a maturity date no longer than three months. Cash investments not meeting the definition of cash equivalents at June 30, 2008 included certificates of deposit totaling \$809,998 and \$727,696 at June 30, 2007.

Restricted Assets – Funds set aside for payment of closure and post closure care costs are classified as restricted.

Capital Assets – Capital assets are accounted for at historical cost. Depreciation of all exhaustible capital assets is charged as an expense against operations. The cost of repair and maintenance is charged to expense, while the cost of renewals or substantial betterments is capitalized. The cost and accumulated depreciation of assets disposed of are deleted, with any gain or loss recorded in current operations.

Reportable capital assets are defined by the Commission as assets with initial, individual costs in excess of the following thresholds and estimated useful lives in excess of two years.

<u>Asset Class</u>	<u>2008</u>	<u>2007</u>
Landfill	\$ 25,000	\$ 25,000
Buildings and Improvements	10,000	10,000
Equipment and Vehicles	500	500

Capital assets of the Commission are depreciated using the straight line method over the following estimated useful lives:

<u>Asset Class</u>	<u>Estimated Useful Lives (In Years)</u>
Landfill	60
Buildings	40-50
Buildings Improvements	20-50
Equipment and Vehicles	5-20

Compensated Absences – Commission employees accumulate a limited amount of earned but unused vacation hours for subsequent use or for payment upon termination, death or retirement. The accrued compensated balances include related employee benefits. The Commission's liability for accumulated vacation has been computed based on rates of pay in effect at June 30, 2008 and 2007.

### Note 2 - CASH AND INVESTMENTS

The Commission's deposits in banks at June 30, 2008 and 2007 were entirely covered by federal depository insurance or by a multiple financial institution collateral pool in accordance with Chapter 12C of the Code of Iowa. This Chapter provides for additional assessments against the depositories to insure there will be no loss of public funds.

The Commission is authorized by statute to invest public funds in obligations of the United States government, its agencies and instrumentalities; certificates of deposit or other evidences of deposit at federally insured depository institutions approved by the Commission; prime eligible bankers acceptances; certain high rated commercial paper; perfected repurchase agreements; certain registered open-end management investment companies; certain joint investment trusts; and warrants or improvement certificates of a drainage district. The Commission had no investments meeting the disclosure requirements of Government Accounting Standards Board Statement No.40

### Note 3 – PENSION & RETIREMENT BENEFITS

The Commission contributes to the Iowa Public Employees Retirement System (IPERS) which is a cost-sharing multiple-employer defined benefit pension plan administered by the State of Iowa. IPERS provides retirement and death benefits established by State statute to plan members and beneficiaries. IPERS issues a publicly available financial report that includes financial statements and required supplementary information. The report may be obtained by writing to IPERS, P.O. Box 9117, Des Moines, Iowa, 50306-9117.

# HARRISON COUNTY LANDFILL COMMISSION

## Notes to Financial Statements

June 30, 2008 and 2007

### Note 3 – PENSION & RETIREMENT BENEFITS – Cont.

Plan members are required to contribute 3.70% of their annual salary and the Commission is required to contribute 6.05% for 2008 and 5.75% of annual covered payroll for the years ended June 30, 2007 and 2006. Contribution requirements are established by state statute. The Commission's contributions to IPERS for the years ended June 30, 2008, 2007 and 2006 were \$8,805, \$8,118, and \$7,675, respectively, equal to the required contribution for each year.

### Note 4 – CAPITAL ASSETS 2008

	Balance Beginning of Year	Increases	Decreases	Balance End of Year
Governmental Activities:				
Capital Assets Being Depreciated:				
Landfill	\$ 970,000			\$ 970,000
Buildings	127,603	\$ 2,850		130,453
Machinery and Equipment	744,509	9,382	\$ (5,155)	748,736
Total Capital Assets Being Depreciated	1,842,112	12,232	(5,155)	1,849,189
Less Accumulated Depreciation for:				
Landfill	230,561	16,469		247,030
Buildings	15,605	3,005		18,610
Machinery and Equipment	382,107	43,398	(5,155)	420,350
Total Accumulated Depreciation	628,273	62,872	(5,155)	685,990
Total Capital Assets Being Depreciated, Net	\$ 1,213,839	\$ (50,640)	\$ -	\$ 1,163,199

### CAPITAL ASSETS 2007

	Balance Beginning of Year	Increases	Decreases	Balance End of Year
Governmental Activities:				
Capital Assets Being Depreciated:				
Landfill	\$ 970,000			\$ 970,000
Buildings	127,603			127,603
Machinery and Equipment	740,463	\$ 14,046	\$ (10,000)	744,509
Total Capital Assets Being Depreciated	1,838,066	14,046	(10,000)	1,842,112
Less Accumulated Depreciation for:				
Landfill	214,092	16,469		230,561
Buildings	12,623	2,982		15,605
Machinery and Equipment	346,914	44,860	(9,667)	382,107
Total Accumulated Depreciation	573,629	64,311	(9,667)	628,273
Total Capital Assets Being Depreciated, Net	\$ 1,264,437	\$ (50,265)	\$ (333)	\$ 1,213,839



# HARRISON COUNTY LANDFILL COMMISSION

## Notes to Financial Statements

June 30, 2008 and 2007

### Note 4 – CAPITAL ASSETS – Cont.

Reconciliation of Investment in Capital Assets:

	<u>2008</u>	<u>2007</u>
Capital Assets (Net of Accumulated Depreciation)	\$ 1,163,199	\$ 1,213,839
Less: General Obligation Bonds Payable	(830,000)	(1,010,000)
Capital Leases	(100,593)	(131,378)
Invested in Capital Assets, Net of Related Debt	<u>\$ 232,606</u>	<u>\$ 72,461</u>

### Note 5 - CLOSURE AND POSTCLOSURE CARE COSTS

To comply with Federal and State regulations, the Commission is required to complete a monitoring system plan and a closure/post closure plan and to provide funding necessary to effect closure and post closure, including the proper monitoring and care of the landfill after closure. Environmental Protection Agency (EPA) requirements have established closure and thirty-year post closure care requirements for all municipal solid waste landfills that receive waste after October 9, 1993. State governments are primarily responsible for implementation and enforcement of those requirements and have been given flexibility to tailor requirements to accommodate local conditions that exist. The effect of the EPA requirement is to commit landfill owners to perform certain closing functions and post closure monitoring functions as a condition for the right to operate the landfill in the current period. The EPA requirements provide that when a landfill stops accepting waste, it must be covered with a minimum of twenty-four inches of earth to keep liquid away from the buried waste. Once the landfill is closed, the owner is responsible for maintaining the final cover, monitoring ground water and methane gas, and collecting and treating leachate (the liquid that drains out of waste) for thirty years.

Governmental Accounting Standards Board Statement No. 18 requires landfill owners to estimate total landfill closure and post closure care costs and recognize a portion of these costs each year based on the percentage of estimated total landfill capacity used that period. Estimated total costs would consist of four components: (1) the cost of equipment and facilities used in post closure monitoring and care, (2) the cost of final cover (material and labor), (3) the cost of monitoring the landfill during the post closure period and (4) the cost of any environmental cleanup required after closure. Estimated total cost is based on the cost to purchase those services and equipment currently and is required to be updated annually for changes due to inflation or deflation, technology, or applicable laws or regulations.

These costs for the Harrison County Landfill Commission have been estimated at \$1,214,206 and \$423,985 for closure and \$901,391 and \$830,034 for post closure, for a total of \$2,115,597 and \$1,254,019 as of June 30, 2008 and 2007 respectively, and the portion of the liability that has been recognized is \$719,343 and \$686,940. These amounts are based on what it would cost to perform all closure and post closure care during the years ended June 30, 2008 and 2007. Actual costs may be higher due to inflation, changes in technology or changes in regulations. The estimated remaining life of the landfill is 45 years with 18% of capacity used at June 30, 2008, and 46 years with 17% of capacity used at June 30, 2007.

Chapter 455B.306(8)(b) of the Code of Iowa requires permit holders of municipal solid waste landfills to maintain separate closure and post closure care accounts to accumulate resources for the payment of closure and post closure care costs. The Commission has begun accumulating resources to fund these costs and at June 30, 2008 and 2007, assets of \$719,343 and \$686,940, respectively are restricted for these purposes. They are reported as restricted investments on the Statement of Net Assets.

Also, pursuant to Chapter 567-111.3(3) of the Iowa Administrative Code (IAC), since the estimated closure and post closure care costs are not fully funded, the Commission is required to demonstrate financial assurance for the unfunded costs. The Commission has adopted the dedicated fund mechanism.

# HARRISON COUNTY LANDFILL COMMISSION

## Notes to Financial Statements

June 30, 2008 and 2007

### Note 5 - CLOSURE AND POSTCLOSURE CARE COSTS – Cont.

Chapter 567-111.8(7) of the IAC allows a government to choose the dedicated fund mechanism to demonstrate financial assurance and use the accounts established to satisfy the closure and post closure care account requirements. Accordingly, the landfill is not required to establish closure and post closure care accounts in addition to the accounts established to comply with the dedicated fund financial assurance mechanism.

Under this mechanism, the Commission must certify the following to the Iowa Department of Natural Resources:

- The fund is dedicated by local government statute as a reserve fund.
- Payments into the fund are made annually over a pay-in period of ten years or the permitted life of the landfill, whichever is shorter.
- Annual deposits to the fund are determined by the following formula:

$$NP = \frac{CE - CB}{Y}$$

NP = next payment, CE = total required financial assurance, CB = current balance of the fund, Y = number of years remaining in the pay-in period.

### Note 6 – SOLID WASTE TONNAGE FEES RETAINED

The Commission has established an account for restricting and using solid waste tonnage fees retained by the Commission in accordance with Chapter 455B.310 of the Code of Iowa.

At June 30, 2008 and 2007, the unspent amounts retained by the Commission and restricted for the required purposes totaled \$30,633 and \$25,287, respectively.

### Note 7 - RISK MANAGEMENT

The Commission is a member in the Iowa Communities Assurance Pool, as allowed by Chapter 384.12 of the Code of Iowa. The Iowa Communities Assurance Pool (Pool) is a local government risk-sharing pool with over 490 members from various governmental entities throughout the State of Iowa. The Pool was formed in August 1986 for the purpose of managing and funding third-party liability claims against its members. The Pool provides coverage and protection in the following categories: general liability, automobile liability, automobile physical damage, public officials liability, police professional liability, property, inland marine, and boiler/machinery. There have been no reductions in insurance coverage from prior years.

Each member's annual casualty contributions to the Pool fund current operations and provide capital. Annual rating contributions are those amounts necessary to fund, on a cash basis, the Pool's general and administrative expenses, claims, claims expenses and reinsurance expenses due and payable in the current year, plus all or any portion of any deficiency capital. Capital contributions are made during the first six years of membership and are maintained to equal 300 percent of the total current members' basis rates or to comply with the requirements of any applicable regulatory authority having jurisdiction over the Pool.

The Pool also provides property coverage. Members who elect such coverage make annual operating contributions which are necessary to fund, on a cash basis, the Pool's general and administrative expenses and reinsurance premiums, all of which are due and payable in the current year, plus all or any portion of any deficiency capital. Any year end operating surplus is transferred to capital. Deficiencies in operations are offset by transfers from capital and, if insufficient, by the subsequent year's member contributions.

The Commission's property and casualty contributions to the risk pool are recorded as expenditures from its operating funds at the time of payment to the risk pool. The Commission's annual contribution to the Pool for the year ended June 30, 2008 and 2007 was \$13,227 and \$12,559, respectively.

# HARRISON COUNTY LANDFILL COMMISSION

## Notes to Financial Statements

June 30, 2008 and 2007

### Note 7 - RISK MANAGEMENT – Cont.

The Pool uses reinsurance and excess risk-sharing agreements to reduce its exposure to large losses. The Pool retains general, automobile, police professional, and public official's liability risk up to \$250,000 per claim. Claims exceeding \$250,000 are reinsured in an amount not to exceed \$1,750,000 per claim and \$5,000,000 in aggregate per year. For members requiring specific coverage from \$2,000,000 to \$15,000,000, such excess coverage is also reinsured. All property risks including Automobile physical damage are also reinsured on an individual member basis.

The Pool's intergovernmental contract with its members provides that in the event of casualty claim or series of claims exceeds the amount of risk-sharing protection provided by the members' risk-sharing certificate, or in the event that a series of casualty claims exhausts total members' equity plus any reinsurance and any excess risk-sharing recoveries, then payment of such claims shall be the obligation of the respective individual member. The Commission does not report a liability for losses in excess of reinsurance or excess risk-sharing recoveries unless it is deemed probable that such losses have occurred and the amount of such loss can be reasonably estimated. Accordingly, at June 30, 2008 and 2007, no liability has been recorded in the Commission's financial statements. As of June 30, 2008 and 2007, settled claims have not exceeded the risk pool or reinsurance coverage since the pool's inception.

Members agree to continue membership in the Pool for a period of not less than one full year. After such period, a member who has given 60 days prior written notice may withdraw from the Pool. Upon withdrawal, payments for all claims and claims expenses become the sole responsibility of the withdrawing member, regardless of whether a claim was incurred or reported prior to the member's withdrawal. Members withdrawing within the first six years of membership may receive a partial refund of their capital contributions. After the sixth year, the member is refunded 100 percent of its capital contributions; however, the refund is reduced by an amount equal to the annual operating contribution, which the withdrawing member would have made for the one-year period following withdrawal.

The Commission also carries commercial insurance purchased from other insurers for coverage associated with workers compensation and employee blanket bond in the amount of \$500,000 and \$100,000, respectively. The Commission assumes liability for any deductibles and claims in excess of coverage limitations. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

### Note 8 – GENERAL LONG-TERM DEBT

The Commission has an agreement to pay Harrison County \$2,265,000 for General Obligation Bonds issued during the year ended June 30, 1997. The bonds are due June 2012 and bear interest at 5.25% to 5.9%. The balance at June 30, 2008 and 2007 was \$780,000 and \$950,000, respectively.

General Obligation bonds were issued May 1, 2002 by Harrison County in the amount of \$100,000, which the Commission has agreed to pay Harrison County. The bonds are due June 2010 and bear interest at 3.6% to 5.1%. The balance at June 30, 2008 and 2007 was \$50,000 and \$60,000, respectively.

The following are the principal and interest due on the above bonds through maturity.

<u>Year Ending</u> <u>June 30</u>	<u>General</u> <u>Obligation</u>	<u>Interest</u>	<u>Total</u>
2009	\$ 190,000	\$ 47,855	\$ 237,855
2010	200,000	37,115	237,115
2011	215,000	25,605	240,605
2012	<u>225,000</u>	<u>13,155</u>	<u>238,155</u>
	\$ <u>830,000</u>	\$ <u>123,730</u>	\$ <u>953,730</u>

# HARRISON COUNTY LANDFILL COMMISSION

## Notes to Financial Statements

June 30, 2008 and 2007

### Note 9 – CAPITAL LEASES

On April 1, 2005, the Commission entered into a capital lease agreement with Deere, Inc. for the purchase of a John Deere 755 C11 crawler loader in the amount of \$160,884. The lease bears an interest rate of 4.25% and requires quarterly payments of \$8,975. The following is the principal and interest due on the capital lease through maturity.

<u>Year Ending</u> <u>June 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2009	\$ 32,119	\$ 3,781	\$ 35,900
2010	33,511	2,309	35,900
2011	34,963	937	35,900
	<u>\$ 100,593</u>	<u>\$ 7,027</u>	<u>\$ 107,700</u>

### Note 10 – LOCAL GOVERNMENT GUARANTEE

State and Federal laws and regulations require the Commission to place a final cover on the landfill site when it stops accepting waste and to perform certain maintenance and monitoring functions at the site for thirty years after closure. The closure and post closure costs to the Commission have been estimated at \$1,214,206 and \$423,985, respectively, as of March 26, 2008. The Commission has begun to accumulate resources to fund these closure costs and at June 30, 2008 and 2007, \$719,343 and \$658,021, respectively, are held for these purposes.

The Commission participates in an agreement with the Harrison County Board of Supervisors. The County has provided a Local Government Guarantee for the closure and post closure costs of the landfill as per Chapter 111.6(8) of the Iowa Administrative Code. The County's financial assurance obligation at June 30, 2008 and 2007 equals \$2,115,597 and \$1,254,019, respectively.

### Note 11 – ESTIMATED LOSS CONTINGENCY

The Commission is currently trying to work out a resolution with the City of Logan surrounding a drainage ditch silt problem claim. The Commission has offered \$10,000 to remediate the problem; however the City of Logan has rejected their offer. The bid to clean out the drainage ditch totaled \$35,669. The Commission has recorded an estimated loss contingency liability equal to their offer at June 30, 2008.

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER  
MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER  
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GOVERNMENT AUDITING STANDARDS

To the Members of the Harrison  
County Landfill Commission

We have audited the financial statements of the Harrison County Landfill Commission as of and for the year ended June 30, 2008, and have issued our report thereon dated September 8, 2008. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

Internal Control over Financial Reporting

In planning and performing our audit, we considered Harrison County Landfill Commission's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing our opinion on the effectiveness of Harrison County Landfill Commission's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of Harrison County Landfill Commission's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. However as discussed below, we identified deficiencies in internal control over financial reporting that we consider to be significant deficiencies and material weaknesses.

A control deficiency exists when the design or operation of the control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects Harrison County Landfill Commission's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of Harrison County Landfill Commission that is more than inconsequential will not be prevented or detected by Harrison County Landfill Commission's internal control. We consider the deficiencies in internal control described in the accompanying Schedule of Findings to be significant deficiencies in internal control over financial reporting.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood a material misstatement of the financial statements will not be prevented or detected by Harrison County Landfill Commission's internal control.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. However, of the significant deficiencies described above, we believe items (A) and (B) are material weaknesses.

## Compliance and Other Matters

As part of obtaining reasonable assurance about whether Harrison County Landfill Commission's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards. However, we noted certain immaterial instances of noncompliance that are described in Part III of the accompanying Schedule of Findings.

Comments involving statutory and other legal matters about Harrison County Landfill Commission's operations for the year ended June 30, 2008 are based exclusively on knowledge obtained from procedures performed during our audit of the financial statements of the Commission. Since our audit was based on tests and samples, not all transactions that might have had an impact on the comments were necessarily audited. The comments involving statutory and other legal matters are not intended to constitute legal interpretations of those statutes.

Harrison County Landfill Commission's responses to findings identified in our audit are described in the accompanying Schedule of Findings. While we have expressed our conclusions on the Commission's responses, we did not audit Harrison County Landfill Commission's responses and, accordingly, we express no opinion on them.

This report is intended solely for the information of and use of the Harrison County Landfill Commission and other parties to whom the Commission may report. This report is not intended to be and should not be used by anyone other than these specified parties.

We would like to acknowledge the many courtesies and assistance extended to us by personnel of Harrison County Landfill Commission during the course of our audit. Should you have any questions concerning any of the above matters, we shall be pleased to discuss them with you at your convenience.

*Williams & Company P.C.*  
Certified Public Accountants

Onawa, Iowa  
September 8, 2008

## SCHEDULE OF FINDINGS



# HARRISON COUNTY LANDFILL COMMISSION

## Schedule of Findings

June 30, 2008

### Findings related to the Financial Statements:

#### SIGNIFICANT DEFICIENCIES:

- (A) Segregation of Duties – An important aspect of internal accounting control is the segregation of duties among employees to prevent an individual employee from handling duties that are incompatible. One person has control over each of the following areas for the Commission:

- (1) Accounting System – record keeping for revenues and expenses, and related reporting.
- (2) Receipts – collecting, depositing, journalizing and posting.
- (3) Payroll – changes to master list, preparation and distribution.

Recommendation – We realize segregation of duties is difficult with a limited number of office employees. However, the Commission should review its operating procedures to obtain the maximum internal control possible under the circumstances.

Response – Due to the limited number of office employees, segregation of duties is very difficult. However, we will have the manager review receipts, posting, and payroll on a test basis.

Conclusion – Response accepted.

- (B) Adjustments – During the audit, we identified adjustments that needed to be made to several assets and liabilities that were not made by the Commission. These adjustments are properly included in the financial statements.

Recommendation – The Commission should make all adjusting entries.

Response – The Commission has evaluated the cost vs. benefit of preparing adjusting journal entries, and determined that it is in the best interest of the Commission to outsource this task to the independent auditors, and to carefully review the adjusting journal entries prior to approving them and accepting responsibility.

Conclusion – Response accepted.

#### INSTANCES OF NON-COMPLIANCE:

No Matters were noted.

#### Other Findings Related to Required Statutory Reporting:

- (A) Official Depositories – A resolution naming official depositories has been adopted by the Commission. The maximum deposit amounts stated in the resolution were not exceeded during the year, except for deposits at Farmers Trust & Savings Bank. The maximum authorized amount of \$750,000 was exceeded in June 2008 by approximately \$59,978.

# HARRISON COUNTY LANDFILL COMMISSION

## Schedule of Findings

June 30, 2008

### Other Findings Related to Required Statutory Reporting: (Cont.)

Recommendation – A new resolution in amounts sufficient to cover anticipated balances at all approved depositories should be adopted by the Commission.

Response – In September 2008, the Commission will increase the maximum authorized deposit amount at Farmers Trust & Savings Bank to \$950,000.

Conclusion – Response accepted.

- (B) Questionable Expenses – No expenses that may not meet the requirements of public purpose as defined in an Attorney General's opinion dated April 25, 1979 were noted.
- (C) Travel Expense – No expenditures of money for travel expenses of spouses of Commission officials or employees were noted.
- (D) Board Minutes – No transactions were found that we believe should have been approved in the Commission minutes but were not.
- (E) Deposits and Investments – The Commission has adopted a written investment policy as required by Chapter 12B.10B of the Code of Iowa.
- (F) Solid Waste Fees Retainage – During the year ended June 30, 2008, the Commission used or retained the solid waste fees in accordance with Chapter 455B.310(2) of the Code of Iowa.
- (G) Financial Assurance – The Commission has demonstrated financial assurance for closure and post closure care costs by establishing a local government dedicated fund as provided in Chapter 111.6(8) of the Iowa Administrative Code. The calculation is made as follows:

	<u>2008</u>
Total estimated costs for closure and post closure care	\$ 2,115,597
Less: Balance of funds held in the local dedicated fund at June 30, 2008	(686,940)
	1,428,657
Divided by the number of years remaining in the pay-in period	÷ 45
Required payment into the local dedicated fund for the year ended June 30, 2008	31,748
Balance of funds held in the local dedicated fund at June 30, 2007	<u>686,940</u>
Required balance of funds held in the local dedicated fund at June 30, 2008	<u>718,688</u>
Amount Commission has restricted and reserved for closure and post closure care at June 30, 2008	\$ <u>719,343</u>